

Application for Position of Governor

OFFICE USE ONLY

New College Nottingham 

Thank you for your interest in working with New College Nottingham. This application pack includes useful information about our governing body and appointment process.

We have a strong commitment to promoting equality and diversity in our recruitment and selection process. The front and back pages of this form, with your personal details, will be removed prior to consideration by the Search Committee.

How did you become aware of this vacancy?

Personal Details	
Title	Mr Mrs Miss Ms Other (e.g. Dr.)
First Name(s)	
Surname	
Known as	
Address	
Telephone (Home)	(Work)
(Other)	e-mail
Are you related to an employee or governor/board member of New College Nottingham? Yes/No	
If yes, please give name and relationship to you:	
Data Protection Statement	
New College Nottingham will process the personal information provided by you in the application form, and any other personal information provided by you now or in the future, in accordance with the Data Protection Act 1998. The personal data provided will be processed by the Clerk to the Corporation in accordance with Instrument and Articles of Government. You may access the personal data held about you, to inspect it and to have it corrected if it is wrong. The Clerk may pass information between other Corporation Members and in compliance with the Instrument and Articles of Government make the information available during normal working hours to any person wishing to inspect it.	
Equality and Diversity	
In order to promote diversity and monitor the effectiveness of our policies in accordance with our values, best practice, the relevant Codes of Practice and our legal obligations we need to record the ethnicity, age and any disability of all current employees and applicants for employment. We would, therefore, be grateful if you would complete the details on page 4 in line with our commitment to promoting diversity.	

--

Employment and Professional Background

The sections that follow are to outline your employment and professional skills.

Current Employment Status				
Full time employed	Part time employed	Self-employed	Retired	Other

Current or most recent employer	
Name of Employer	
Your job title/ position	
Principal Duties & Responsibilities	

Professional Qualifications	
(please complete irrespective of employment status)	
Qualification	Details, dates, etc

Apply your skills and experience to the role of governor here

The sections that follow are for you to write any information you think will support your application.

Experience from Employment

--

Skills/Abilities relevant to the role of Governor

--

Other Interests

--

Membership of organisations

--

If necessary, please continue your information on a separate sheet and attach it to this form.



Equality and Diversity

Responses will be treated in the strictest of confidence and will be held separately from individual employment records. The information you provide will form a confidential database, which will be used for *statistical analysis only* and help evaluate progress towards improvements in the College's Diversity Strategy.

Date of birth:-

What is your ethnic origin?

White
British

Irish

Other White background
(please specify)

Mixed

White and Black Caribbean

White and Black African

White and Asian

Other Mixed background
(please specify)

Asian or Asian British
Indian

Pakistani

Bangladeshi

Other Asian background
(please specify)

Black or Black British

Black Caribbean

Black African

Other Black background (please specify)

Chinese or other ethnic group

Chinese

Other background (please specify)

Nationality

Please specify your nationality

As an employer, **ncn** is committed to ensure disabled people are treated fairly and well, are supported at work and enabled to carry out their role effectively. The Disability Discrimination Act 1995 defines disability as '*a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities*'. This may include something you may not personally have considered to be a disability, or perhaps you simply did not wish to disclose as you considered it of little adverse impact on your daily life, eg:

Epilepsy

Dyslexia

Mobility Difficulties

Mental Health Illness

Arthritis

Diabetes

Heart Disease

Hearing/Visual Impairment

To help us measure our recruitment policies and practices, we seek to record whether applicants for the role of governor have a disability of some form, no matter how significant. We would, therefore, be grateful if you would complete the details below in line with our commitment to promoting this aspect of diversity. **Providing information on your disability will in no way have a detrimental impact on your application or the selection process; indeed the Search Committee will not have these details unless you ask that we make an adjustment for your interview.**

Within the context of the above explanation do you consider yourself to have a disability?

Yes/No

If 'Yes', please provide general details:-

Do you think you will require the College to make any reasonable adjustments for attendance at interview? Yes/No

If 'Yes', please provide details of the adjustments required.

Declaration of eligibility

By law persons are ineligible to be governors if they:

- have been adjudged bankrupt or by reason of being the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order or a bankruptcy restrictions undertaking, or if that person has made a composition or arrangement with creditors, including an individual voluntary arrangement;*
- have a criminal conviction which resulted in a sentence of imprisonment, whether suspended or not:
 - for a period of 3 months or more in the last 5 years;
 - for a period of 2 ½ years or more in the last 20 years;
 - or for a period of 5 years.

*Ineligibility resulting from bankruptcy or composition with creditors will cease where these orders have been discharged, rescinded or annulled, for more information please contact the Clerk.

As part of its child protection procedures, the Board reserves the right to request a Criminal Records Bureau check following any complaint regarding a governor's conduct.

Please note that by signing this form you are declaring yourself to be over 18 years of age and eligible to act as a governor.

Signature

Date

*Please return to **Claire Kay, Clerk to the Corporation, New College Nottingham, 1 The Broadway, The Lace Market, Nottingham, NG1 1PR***